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Proposal to City of Rockville
for
Continuing Services on Behalf of the Rockville Science Center Project
from
Dr. Robert Mac West, Informal Learning Experiences, Inc.

June 6, 2008

Dr. Robert Mac West of Informal Learning Experiences proposes to the City of Rockville that ILE be retained for the fiscal year starting July 1, 2008, to assist the city and the citizen committee with the further implementation of a plan for a public science center in Rockville to serve the citizens of Rockville, Montgomery County and beyond. The plan to be developed is based on recommendations on the Feasibility Study approved by the Rockville City Council and subsequent conversations with community leaders, science center stakeholders and leading professionals in the science center community. This work by ILE will support, inform and assist the citizen committee/Board and City staff as the developing science center achieves formal IRS 501.c.3 status, develops a detailed implementation plan, investigates potential sites, establishes a formal Memorandum of Understanding for a partnership with the Maryland Science Center, and begins offering programming to audiences in Montgomery County.

ILE proposes to work with the city on the following specific matters:

- Identification, solicitation and appointment of a working committee (initial Board) that includes the three current individuals (Dr. Eisenstein, Ms. Kaye and Mr. Eckman) plus additional concerned and influential citizens and obtains IRS 501.c.3 status
- Further development of the relationship with the Maryland Science Center resulting in a formal Memorandum of Understanding
- Communication with the Association of Science-Technology Centers and research regarding the experience of other currently-developing and recently-developed science centers that are generally similar to what is projected for Montgomery County
- Preparation of mission and vision statements
- Development of initial policies and practices documents
- Development of a schedule and content for initial programming in the Rockville area
- Presentation of an appropriate initial program for the Rockville science center, perhaps in partnership with the Maryland Science Center
- Selection of an appropriate initial site for the science center
- Development of an initial budget for operating the science center as an independent entity
- Construction of the initial fundraising program, including "branding" the new science center and identification of likely sources of financial support
- Further tasks as mutually determined with the City and the Board

ILE will devote an average of three to four days per month to these tasks for a total fee of \$40,000. This is payable in monthly payments of \$3,333.33, starting in July 2008; ILE will provide monthly invoices. We will absorb local travel costs (DC-Rockville-Baltimore) and will bill other approved receiptable travel and expenses at cost, without markup. Travel outside the DC-Montgomery County-Baltimore region will be approved in advance by the City of Rockville.

Proposal accepted:

For ILE

For City of Rockville



Robert Mac West
June 6, 2008

Name:
Date: